

1. Board Of Health Regular Meeting

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**Cherokee County Health Department BOH Meeting Minutes**  
**Monday, September 10, 2018**  
**6:30 p.m. – Health Department Conference Room**

**Members Present:** CB McKinnon, Brett Nourrcier, Chris Dickey, Mike Bradberry, Jeff Martin, MD, Jerry Townson, Grady Hester, DVM

**Absent:** Leslie Harris, RN,

**Public Present:** None

**Meeting Call to Order:** Chris Dickey called the meeting to order.

**Invocation:** CB McKinnon gave the invocation.

**Public Comments:** None

**Approval of:**

- a) **Approval of minutes:** Members reviewed and approved the minutes for the May 14, 2018 meeting. CB McKinnon made the motion to approve the meeting minutes Brett Nourrcier seconded the motion. The motion carried.
- b) **CPT Code Comprehensive Fee Schedule:** The Health Director presented the comprehensive CPT codes that make up the health departments Medicaid and Commercial insurance contracts for delivery of healthcare services. It was explained that a comprehensive review of current rates and contracted reimbursements had not been done in over two years and was necessary to appropriately update our charges and set rates for all available CPT codes. The Board discussed the methodology around rate setting and the need to make sure that we can maximize reimbursement from insurance companies based on our contracted rates while also maintaining accessibility to services for those without the ability to pay. Further discussion was had that we operate on a sliding fee scale, many of our programs have no associated charges and that we under no circumstances turn patients away. Jeff Martin made the motion to approve the CPT Charges as presented; CB McKinnon seconded the motion. The motion carried.
- c) **Health Directors Job Description:** The Health Director presented his job description for annual review and approval. It was noted that the description is reflective of the requirements of the health department and the NC General Statute. No changes were deemed necessary as the description is reflective of current duties. CB McKinnon made the motion to approve the job description as presented; Brett Nourrcier seconded the motion. The motion carried.

**Health Director Comments:**

- a) The departmental reports for Clinic, Lab, FLI and Environmental Health were provided to the Board for review. The Board asked that the department develop a tracking tool to evaluate the time between Well/Septic applications and permit issuance. This is will be useful in creating objective data to support the need for additional staff should permit

completion time's increase. The Board also discussed the increase in clinical visits over the past year from an average of 90 to over 170 per month and we discussed the slowdown in positive rabies cases as compared to last year along with how dog bites are reported for monitoring.

- b) The health director presented the FY 2017-2018 budget-to-actual report for the board's review which showed that department wide our revenues exceeded original budgeted estimates and expenditures were lower than budgeted. The net effect was a \$416,000 reduction in local dollars needed to operate the health department for FY 17-18. We discussed that it was a combination of increased fee for service revenues and active management of expenditures that contributed to the overall reduction.
- c) The health director also reported that the health department is on track to earn all of the grant award of \$90,000 this fiscal year. We are reimbursed \$100 per clinic visit for uninsured patients up to \$90,000 per year for three years that will help to assure access to healthcare otherwise not readily available to the uninsured.

The health director also updated the board on a grant that was awarded to Meridian Behavioral Health by the Evergreen Foundation to support the integration of behavioral health into our clinic setting. The health department will be providing space for Meridians LCSW to work and it will enable patients another avenue to access behavioral healthcare while also receiving appropriate clinical care at the health department. It was clarified that this will not be a staff member of the health department as we will only be making space available. We are working on the details of the MOU that will assure that both providers maintain appropriate insurance coverages and that we will have provisions to assure a good working environment among our respective staff members. This initiative has been undertaken due to the Boards support for helping to address healthcare needs within our community and to help proactively address needs that have become more pronounced due to the current drug epidemic that is directly impacting Cherokee County.

Brett Nourrcier made a motion to support and approve the initiative to integrate behavioral health care into the Health Departments clinical programs; Mike Bradberry seconded the motion. The motion carried.

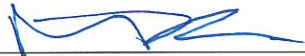
- d) The Health Director gave an update on a new initiative to promote safe sleep to impact infant mortality. We are now offering cribs and mattresses as incentives for qualified parents who have participated in SIDS education and shown proficiency through testing.

**Other Comments:**

Chairman Chris Dickey asked the Board for nominations for the Vice Chairman position in accordance with the Boards operating procedures due to the vacancy in the Pharmacists position on the Board of Health effective July 31, 2019. After discussion of the Vice Chairman's responsibilities to conduct meetings and help direct Board activity in the absence of the Chair CB McKinnon made a motion to nominate Mike Bradberry vice chair; Brett Nourrcier seconded the motion. The motion carried.

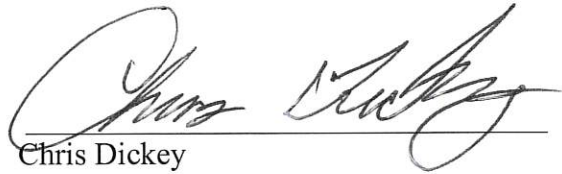
CB McKinnon gave an update from the Board of Commissioners about the upcoming public hearing scheduled for September 20, 2018 on the consolidation of DSS. He clarified that the intent of the hearing was to consider the consolidation of DSS only and it was not at this time the desire to consolidate Public Health. He included that the Board of Commissioners is thankful for the work and participation by the Board of Health and are thankful for their service to the community.

**Next Board Meeting:** The next board meeting will be held on November 12, 2018 at 6:30 pm at the Cherokee County Health Department Conference Room.



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David Badger  
Health Director, Clerk to the Board



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Chris Dickey  
Board Chairman